

CSAMS Credential
(Court Substance Abuse Management Specialist)
Requirements Checklist

RULE Section 30(b). All professional staff members hired after June 30, 2004, must obtain and maintain a Court Substance Abuse Management Specialist (CSAMS) credential.

Professional staff member-- means a person hired as an employee, contractor, or volunteer, to perform program management, client assessment, or case management.

Checklist Directions: Each large box at the left represents a requirement that must be met for the credential.

Checklist for staff hired after December 31, 2004

- ☐ Complete the requirements for the CSAMS credential within 1 year from the date of first hire as a professional staff member
- ☐ A baccalaureate degree from a college or university that is accredited by the Council for Higher Education Accreditation
- ☐ 1500 hours (9 months) of full-time experience in the assessment of people with substance abuse problems. This experience must include developing individual service contracts or treatment plans
- ☐ 500 hours of direct supervision in the areas of assessment, referral and case management of substance abuse clients, with a minimum of 100 hours in the area of assessment of clients

Supervised by a person who has:

- ☐ At least 2 years experience in the criminal justice field and
 - ☐ 1 of the following:
 - ☐ A current CSAMS credential
 - ☐ Assessment staff status described in Rule 30(e)
 - ☐ A current CADAC I or CADAC II certificate or the equivalent credential from NAADAC or ICRC
 - ☐ A current ARMS II certificate
- ☐ 70 clock hours of training within the last 5 years in substance abuse assessment, referral and case management of clients which must include each of the following:

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| <input type="checkbox"/> 12 hours of criminal justice training | or | <input type="checkbox"/> Certification as an Indiana probation officer |
| AND | | |
| <input type="checkbox"/> 24 hours of substance abuse assessment and interview training | or | <input type="checkbox"/> A current certificate from the Indiana Counselors Association on Alcohol and Drug Abuse as a |
| <input type="checkbox"/> 24 hours of alcohol and drug specific training | | CADAC I, CADAC II, or ARMS II, or the |
| <input type="checkbox"/> 4 hours of training in State and Federal laws on confidentiality | | equivalent credential from NAADAC or ICRC |
| <input type="checkbox"/> 3 hours of communicable disease training | | |
| <input type="checkbox"/> 3 hours of clinical and judicial ethics training | | |
| <input type="checkbox"/> Submit a signed statement indicating understanding and willingness to adhere to the CSAMS Code of Ethics and the Code of Judicial Conduct | | |
| <input type="checkbox"/> Be at least 21 years of age | | |
| <input type="checkbox"/> Submit to the Indiana Judicial Center | | |
| <input type="checkbox"/> A CSAMS application with all required documentation | | |
| <input type="checkbox"/> A \$50 testing and certification fee in the form of a cashier's check, money order, or claim voucher made payable to the Indiana Judicial Center on or before the date of the test | | |
| <input type="checkbox"/> Take and pass each section of the CSAMS written test
~ test may be taken up to 3 times and is offered quarterly | | |
| <input type="checkbox"/> All professional staff employed after June 30, 2004 must attend Staff Orientation within one year of employment as a professional staff member | | |